

Dexter Downtown Development Authority

OCTOBER 21, 2021 <> 7:30AM

In-Person and Virtual Meeting

MINUTES

1. Call to Order: Called to order at 7:30 AM on October 21, 2021 by Chairman Doug Finn in the Dexter City Council Chambers, located at 3515 Broad Street.

2. Roll Call

Doug Finn – Present

Don Darnell – Absent

Mike Fitzpatrick – Present

Carol Jones – Present

Shawn Keough – Present

Patrick Becker – Absent

Rich Bellas – Present

Mike Penn – Present

Karen Magdich – Absent

Phil Mekas – Present arriving at 7:37 AM

Fred Schmid – Present remotely from Sylvan Township, Washtenaw County, Michigan

Randy Willis – Absent

Also in attendance: Michelle Aniol, Community Development Manager and Mike Auerbach, Assistant Planner.

3. Approval of Minutes from the September 16, 2021 Regular Meeting

Motion Penn; support Fitzpatrick to approve the minutes of the Regular Meeting of September 16, 2021 as presented.

Ayes: Bellas, Finn, Fitzpatrick, Jones, Keough, Penn, and Schmid

Nays: None

Absent: Becker, Darnell, Magdich, Mekas and Willis

Motion carries

4. Approval of Agenda:

Motion Schmid; support Bellas to approve the agenda as presented.

Ayes: Schmid, Penn, Keough, Jones, Fitzpatrick, Finn, and Bellas

Nays: None

Absent: Willis, Mekas, Magdich, Darnell and Becker

Motion carries

5. Pre-arranged Audience Participation: *None*

6. Non-Arranged Citizen Participation: *None*

Mekas arrived at 7:37 am.

7. Treasurer's Report: *Treasurer Mike Fitzpatrick presented the October Treasurer's Report including cash balances and the revenue/expense report.*
 - a. *October Invoices: Invoice from City of Dexter in the amount of \$75,000.00 for the Property Swap Payment and invoices from Spartan Barricades for Main Street Barricades in the amount of \$639.37 for a total of invoices in the amount of \$75,639.37.*

Motion Keough; support Penn to approve the October Invoices in the amount of \$75,639.37

Ayes: Jones, Mekas, Finn, Keough, Penn, Bellas, Fitzpatrick, and Schmid

Nays: None

Absent: Darnell, Willis, Becker and Magdich

Motion carries

- b. Treasurer's Report –October 2021

Motion Bellas; support Penn to approve the October DDA Treasurer's Report.

Ayes: Finn, Fitzpatrick, Jones, Keough, Bellas, Penn, Mekas and Schmid

Nays: None

Absent: Darnell, Becker, Magdich and Willis

Motion carries

8. Correspondence / Communications:

9. New Business

- a. *Michigan Trail Magazine Ad – Consideration of cost share with City for a full-page ad in the 2022 Michigan Trail Magazine. City of Dexter has been selected magazine cover photo for the 2022 edition.*

Ms. Aniol presented the cost share proposal with the City of Dexter on a full-page ad in the 2022 Michigan Trail Magazine.

Motion Keough; support Mekas to support \$1,211.25 toward a full-page ad in the 2022 Michigan Travel Magazine

Ayes: Bellas, Finn, Fitzpatrick, Jones, Keough, Mekas, Penn and Schmid

Nays: None

Absent: Becker, Darnell, Magdich and Willis.

Motion carries

10. Unfinished Business

- a. 3045 Broad Street Redevelopment Project – Review and discussion of draft revised RFP.

Ms. Aniol explained the RFP for 3045 Broad Street highlighting the changes from the previous RFP. Discussion followed.

Motion Mekas; support Penn to open the RFP period on November 1, 2021 with the deadline to receive the proposals within that first week of January 2022.

Ayes: Schmid, Penn, Mekas, Keough, Jones, Fitzpatrick, Finn and Bellas

Nays: None

Absent: Willis, Magdich, Darnell and Becker

Motion carries

Motion Finn; support Keough to appoint Mike Penn to the 3045 Broad Street Committee as a DDA Representative.

Ayes: Jones, Mekas, Finn, Keough, Penn, Bellas, Fitzpatrick and Schmid

Nays: None

Absent: Darnell, Willis, Becker and Magdich

Motion carries

11. Reports:

- a. Mayor– Shawn Keough

Mayor Keough includes his written report per packet and provided the following update:

- The DAFD will be looking at the budget over the next few months. The Fire Chief has announced his retirement in July of 2022.*
- The street improvements in Dexter Crossing are finished.*
- Currently the City is working on remodeling plans for City Offices at 3515 Broad Street.*
- Next year's road improvement project will be Third and Broad Streets.*

- b. Staff – Michelle Aniol

Ms. Aniol includes her written report per packet and provided the following updates:

- I meet with Lisa from Aubree's who will be requesting approval for another winter festival that would follow the Holiday Hustle. It would be a holiday tree lighting display. Would the DDA want to sponsor a tree at the event? The Board discussed the idea. Treasurer Fitzpatrick offered to decorate the tree with potential assistance from the Boy Scouts. Chair Finn suggested a budget not to exceed \$150.*

Motion Fitzpatrick; support Bellas for DDA to sponsor a tree in the Holiday Tree Lighting display with the Fitzpatrick and possible a Boy Scout troop doing the decorating, with a budget not to exceed \$150.

Aye: Finn, Fitzpatrick, Jones, Keough, Bellas, Penn, Mekas and Schmid
Nays: None
Absent: Darnell, Becker, Magdich and Willis
Motion carries

- *The flower pots have been redone on the barricades with fall mums.*

12. Chairman's Report: *Next meeting – November 18, 2021*

Decorative Lighting for the Broad Street Pedestrian Walkway – Continue Discussion.

13. Non-Arranged Citizen Participation:

None

14. Adjournment

Motion Keough; support Mekas to adjourn the meeting at 8:35 AM

Unanimous voice vote approval with Becker, Darnell, Magdich and Willis absent.

Respectfully submitted,

Approved for Filing, as corrected: November 18, 2021

Carol J. Jones, Secretary